

**Riviera Beach CRA
Payment Authorization Checklist**







Vendor Name: **J MICHAEL HAYGOOD** _____

Control No.: **NA** _____ Invoice No.: **NC 108** _____

Invoice Date: **NOVEMBER 1, 2017** _____

Payment Amount: **\$9,407.50** _____

Project Supervisor/Responsible Official: **SCOTT EVANS**

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed?	
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope?	
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received?	
<input type="checkbox"/> If final payment, have all deliverables been received?	N/A
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis?	
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	N/A
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	

The invoice and supporting documentation have been reviewed and it is approved for payment.

 _____ Date: 11-1-17 _____
Approving Authority

☐ Payment approved by the Board of Commissioners by:

Motion No. _____

or the Consent Agenda, at its meeting on _____. (If applicable)



J. MICHAEL HAYGOOD, P.A. | ATTORNEY AT LAW

701 NORTHPOINT PARKWAY, SUITE 209
WEST PALM BEACH, FL 33407

November 1, 2017

Riviera Beach Community Redevelopment Agency
C/O Scott Evans
2001 Broadway, Suite 300
Riviera Beach, FL 33404

Re: October Invoice

Dear Mr. Evans:

Attached are the statements for legal services from October 1, 2017 through October 31, 2017, in the total amount of \$9,407.50.

If you have any questions regarding this statement, please let me know.

Sincerely yours,

J. Michael Haygood

Enclosures



J. Michael Haygood, PA
 701 Northpoint Parkway
 Suite 209
 West Palm Beach, Florida 33401
 561-684-8311

Statement

Invoice No: NC-108

Date: 11/1/17

Bill to: Riviera Beach Community Redevelopment Agency
 Scott Evans
 2001 Broadway
 Suite 300
 Riviera Beach, FL 33404

General Administration

Hourly Fees

<u>Date</u>	<u>Description</u>	<u>Timekeeper</u>	<u>Time</u>	<u>Rate</u>	<u>Amount</u>
10/10/17	Correspondence	J. Michael Haygood	0.2 hrs	\$265.00/HR	\$53.00
	Preparation of emails with Darlene re: status of Exchange Agreement.				
10/11/17	Review Document	J. Michael Haygood	0.5 hrs	\$265.00/HR	\$132.50
	Review proposed subordination agreement.				
10/12/17	Document Preparation	J. Michael Haygood	3.2 hrs	\$265.00/HR	\$848.00
	Preparation of Development Agreement for Blue Lagoon.				
10/12/17	Review Document	J. Michael Haygood	1.9 hrs	\$265.00/HR	\$503.50
	Review of Blue Lagoon Proposal and sources and uses of funds.				
10/13/17	Review Document	J. Michael Haygood	1.8 hrs	\$265.00/HR	\$477.00
	Review of proposed Ken Stapleton Agreement.				
10/13/17	Document Review	J. Michael Haygood	1.4 hrs	\$265.00/HR	\$371.00

<i>Review agreement for Gentile, Glas, et.al.</i>					
10/16/17	Document Preparation	J. Michael Haygood	2.1 hrs	\$265.00/HR	\$556.50
<i>Preparation of Development Agreement for Blue Lagoon.</i>					
10/16/17	Review Document	J. Michael Haygood	0.3 hrs	\$265.00/HR	\$79.50
<i>Review of revised Gentile, Glas agreement with attachments.</i>					
10/16/17	Review Document	J. Michael Haygood	0.3 hrs	\$265.00/HR	\$79.50
<i>Review of revised Stapleton agreement with attachments.</i>					
10/17/17	Telephone Conference	J. Michael Haygood	0.4 hrs	\$265.00/HR	\$106.00
<i>Telephone conference with Scott Evans re; RFP for Marina.</i>					
10/17/17	Meeting	J. Michael Haygood	0.8 hrs	\$265.00/HR	\$212.00
<i>Meeting with Commissioner Hubbard and Scott Evans.</i>					
10/17/17	Review Document	J. Michael Haygood	0.3 hrs	\$265.00/HR	\$79.50
<i>Review revised Resolution for Crab Pot.</i>					
10/17/17	Review Document	J. Michael Haygood	0.3 hrs	\$265.00/HR	\$79.50
<i>Review revised resolution and Modification Agreement for Florida Court Reporting.</i>					
10/17/17	Document Review	J. Michael Haygood	1.1 hrs	\$265.00/HR	\$291.50
<i>Review proposed agreement for Dana Notingham.</i>					
10/17/17	Document Review	J. Michael Haygood	0.3 hrs	\$265.00/HR	\$79.50
<i>Review of Notice to owner.</i>					
10/17/17	Meeting	J. Michael Haygood	1.3 hrs	\$265.00/HR	\$344.50
<i>Meeting with CRA staff re; Event Center.</i>					
10/19/17	Document Preparation	J. Michael Haygood	3.8 hrs	\$265.00/HR	\$1,007.00
<i>Preparation of Development Agreement.</i>					
10/19/17	Document Preparation	J. Michael Haygood	1.7 hrs	\$265.00/HR	\$450.50
<i>Preparation of Modification to PBCG and resolution approving.</i>					
10/20/17	Document Review	J. Michael Haygood	0.7 hrs	\$265.00/HR	\$185.50
<i>Review of correspondence from Property Appraiser's replat for Singer Gateway.</i>					
10/20/17	Telephone Conference	J. Michael Haygood	0.3 hrs	\$265.00/HR	\$79.50

Telephone conference with Scott Evans re: Singer Island Gateway.

10/20/17	Document Review	J. Michael Haygood	2.1 hrs	\$265.00/HR	\$556.50
----------	-----------------	--------------------	---------	-------------	----------

Review of Agreement with MillerGroup3 and check of corporate status.

10/24/17	Document Review	J. Michael Haygood	0.8 hrs	\$265.00/HR	\$212.00
----------	-----------------	--------------------	---------	-------------	----------

Review of proposed agreement for Shaun Davis and Associates.

10/24/17	Review Document	J. Michael Haygood	1.2 hrs	\$265.00/HR	\$318.00
----------	-----------------	--------------------	---------	-------------	----------

Review and commented on proposed application and agreement for Green Market Vendors.

10/24/17	Correspondence	J. Michael Haygood	0.4 hrs	\$265.00/HR	\$106.00
----------	----------------	--------------------	---------	-------------	----------

Review of correspondence from Counsel for the City re: Cagel.

10/25/17	Meeting	J. Michael Haygood	4.1 hrs	\$265.00/HR	\$1,086.50
----------	---------	--------------------	---------	-------------	------------

Attendance at CRA meeting.

10/25/17	Document Review	J. Michael Haygood	0.6 hrs	\$265.00/HR	\$159.00
----------	-----------------	--------------------	---------	-------------	----------

Review of comments to draft of agreement for MillerGroup3.

10/25/17	Document Preparation	J. Michael Haygood	2.1 hrs	\$265.00/HR	\$556.50
----------	----------------------	--------------------	---------	-------------	----------

Finalized draft of Blue Lagoon Development Agreement.

10/30/17	Telephone Conference	J. Michael Haygood	0.3 hrs	\$265.00/HR	\$79.50
----------	----------------------	--------------------	---------	-------------	---------

Telephone conference with William Mueller re: Exchange Agreement.

10/31/17	Draft Document	J. Michael Haygood	1.2 hrs	\$265.00/HR	\$318.00
----------	----------------	--------------------	---------	-------------	----------

Draft of letter to Property Appraiser.

Hourly Fees Total			35.5 hrs		\$9,407.50
--------------------------	--	--	-----------------	--	-------------------

Balance: \$9,407.50